

CIVIL SERVICE COMMISSION  
WATERBURY, CONNECTICUT

Open Competitive Exam #1668

**OPEN COMPETITIVE EXAMINATION FOR: SUPERVISING ENGINEER** **SALARY: \$70,000 - \$82,000 PER YEAR**  
**FRINGE BENEFITS:** Choose from three available health insurance plans (employee contributions vary), Prescription Drug Rider, Dental Plan; Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation; paid Sick Leave; Personal Days.

**LAST DAY FOR FILING APPLICATIONS**

Applications, which may be obtained at the Civil Service Office, must be on file at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 by 4:50 p.m. on:

DECEMBER 17, 2004

**IMPORTANT:**

1. Veterans - Veteran's points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. Residents - Residency points shall be added in accordance with the amendment to the Civil Service Rules and Regulations. Proper documentation (Civil Service Office Request for Residency Points) must be submitted with application of employment.

**EXAMPLES OF DUTIES:** This is senior professional management level position requiring management, administrative and technical skills in order to direct the daily execution of a variety of activities involving Engineering and Public Works personnel. This Bureau Chief position reports directly to the Director of Public Works or designee; and City Boards as appropriate. Serves as Chief Engineer. Supervises, through subordinate staff, various municipal programs including but not limited to, bridge/dam repair and maintenance; storm water management; culvert and sewer design, repair and replacement; pump station analysis; pavement management, traffic signal projects, also coordinates work programs and directs the effective use of personnel, equipment and funds. Approves all construction plans (in-house and outside included), site plans, subdivision and plot plans, specifications and bid documents for the City prior to issuance for bid and approves all related construction estimates for compliance with available budgets. Establishes, plans and directs recurring maintenance, management and safety programs. Assists the Director of Public Works (or authorized agent) with establishing objectives and work programs for the Department of Public Works. Manages projects and resources through Town Aide Road Fund, Local Capital Improvement Fund or other resources, and keeps account of the same. Plans, coordinates prepares and oversees the execution of outside services contracts which may be part of the Bureau's, or other City Department's, annual professional services program. Assists with the establishment of work rules, operating policies, performance standards and other controls necessary to achieve objectives. Prepares periodic and special reports to document Bureau's activities. Provides engineering opinions and services to all City agencies on issues relating to City Properties and interests. Provides construction management services in implementing the construction and repair for Public Works and other Department infrastructure needs, including value engineering and constructability review. Provides emergency assistance in warranted situations as required to insure the safety to the public using the City infrastructure. Assists in the preparation and conformance of any permits necessary for the safe and approved operation of dams, bridges and other such activities as may be required. Prepares the annual and Capital Bureau budget request and submits to the Director of Public Works (or authorized agent), Budget Director, Chief Financial Officer and Boards as required. Acts as member of the Capital Budget Review Committee. Counsels, reviews and evaluates employees and administers applicable union contracts as required. Serves as the City's expert witness in court when the city is suing or being sued on matters related to Engineering. Serves on various Committees, Boards and Commissions. Establishes and controls new or emerging City programs, analyzes existing activities and revises policy and procedures for same. Supervises landfill disposal and flood control operations. Performs other related work as required or directed.

**REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:** Must be able to attend occasional (evening) Board and community meetings. Possess a valid Connecticut Drivers License. Thorough and extensive knowledge of the methods, tools, equipment, practices, procedures, techniques and technologies of street, bridge, storm and sanitary sewers, and related maintenance and design work. Ability to plan, organize and supervise through subordinates the work of a large number of highly skilled, skilled, and semi-skilled workers engaged in design, survey and permit review related activities. Ability to perform work under emergency conditions with a minimum amount of direction and supervision. Ability to express ideas clearly and effectively, orally and in writing. Knowledge of computers and software programs (design, maintenance and word processing). Ability to prepare and present clear and concise reports. Ability to establish and maintain effective working relationships with other Public Works Bureau Chiefs, employees, City officials, unions and the public. Considerable knowledge of the interpretations of plans and specifications associated with a variety of City infrastructure projects. Considerable knowledge of State and Federal regulations and programs associated with municipal improvements.

**IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:** Bachelors Degree with emphasis on civil engineering, engineering technology, transportation or related field; possess a Professional Engineer License in the State of Connecticut, together with seven years or more of related experience in the Public Works area; or with a large consulting engineering firm or construction company, of which three years shall be in a supervisory capacity. Possession of a Certified Connecticut Land Surveyors license is preferred, but not required.

This position is covered under the written agreement between the City of Waterbury and the Waterbury Municipal Administrators Association.

The Parts and Weights for this examination will be determined prior to conducting the exam.

Individuals appointed shall be required to serve a working test period which will be, in effect, the final phase of the examination.

**APPEAL PROCESS:** An applicant may appeal a notice of rejection of his/her application to the Civil Service Commission within fifteen (15) days of receipt of such notice. Please notify the Civil Service Office of a change in address. Notification of examination will be mailed to the address written on your application.

**THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER**